DOCUMENT RESUME

ED 040 736 LI 002 058

AUTHOR	Haggerty, Thomas M.
TITLE	Planning Library Aides; A Guide to Information Sources, Libraries, and Classification Systems for Operating Agencies and Consultants.
INSTITUTION	Council of Planning Librarians, Monticello, Ill.
REPORT NO	Exch-Bibliog-120
PUB DATE	Mar 70
NOTE	16p.
AVAILABLE FROM	Council of Planning Librarians, Post Office Box 229, Monticello, Illinois 61856 ($1.50)
EDRS PRICE	EDRS Price MF-$0.25 HC Not Available from EDRS.
DESCRIPTORS	*Bibliographic Citations, Classification, *Government Publications, Information Sources, Library Materials, *Library Planning, *Library Technical Processes
IDENTIFIERS	*Planning Librarians

ABSTRACT

The bibliography is divided into three sections: (1) federal publications, (2) general information sources and indexes and (3) planning libraries and classification schemes. It is intended to show new planning librarians how others have attempted to solve the problems of organizing, collecting and classifying materials of interest to agencies and consulting firms working in the field of planning. The citations listed should also be of interest to academic and public libraries in the development of their government document collections since about 85% of the material in a planning library consists of publications by, for, or about places and government programs. (NH)

ED040736

COUNCIL OF PLANNING LIBRARIANS

Exchange Bibliography #120
March 1970

PLANNING LIBRARY AIDES: A GUIDE TO INFORMATION SOURCES, LIBRARIES, AND CLASSIFICATION SYSTEMS FOR OPERATING AGENCIES AND CONSULTANTS.

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TO ERIC AND ORGANIZATIONS OPERATING UNDER AGREEMENTS WITH THE U.S. OFFICE OF EDUCATION. FURTHER REPRODUCTION OUTSIDE THE ERIC SYSTEM REQUIRES PERMISSION OF THE COPYRIGHT OWNER."

By
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Office of Planning Coordination,
Albany, New York

The intention of this bibliography is to show new planning librarians how others have attempted to solve the problems of organizing, collecting and classifying materials of interest to agencies and consulting firms working in the field of planning.

The citations in this list should also be of interest to academic and public libraries in the development of their government document collections since about eighty-five per cent of the material in a planning library consists of publications by, for, or about places and government programs.

The bibliography is divided into three sections: Federal Publications; General Information Sources and Indexes; and Planning Libraries and Classification Schemes.

Federal Publications

Most of the materials printed for U. S. Government agencies are distributed by the familiar Government Printing Office. If they are the source from which the item can be obtained, we cite it as GPO. The mailing address is Superintendent of Documents, U. S. Government Printing Office, Washington, D. C. 20402.

The easiest way to obtain their publications is to establish a Deposit Account or purchase Coupon books. With the Deposit Account a library or individual sends to GPO a check or money order against which future purchases are charged. The coupon books contain five-cent coupons

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which you would send to the GPO in the exact amount of your order for specific materials. In either case you must pay in advance before receipt of any documents.

Considering the volume of materials published by GPO which is of interest to planning libraries we would recommend a Deposit Account rather than coupons. The latter is better for individuals rather than for libraries.

Where the document is available for direct distribution by a federal agency, we have cited its address. There is a system of depository libraries for federal publications which may be available on interlibrary loan or for reference use on a local basis. See citation 28 for details on this system.

The GPO also maintains a bookstore in Washington, D. C. where the public may walk in and purchase items over the counter. It is located on North Capitol Street (NW) between G and H Streets. They will also accept telephone orders against your Deposit Account; call (202) 541-3311.

The emphasis on selection in this section was based on the bibliographical value of the document---indexes, publication lists, etc.

1. ACIR INFORMATION BULLETIN. (biwk) free and direct. Advisory Commission on Intergovernmental Relations, Washington, D. C. 20575. Each issue contains some newsmaking report plus photocopies of reviews by the media.

2. ACIR PUBLICATIONS LIST. (annual) free and direct. Cites titles of their reports on local, state and federal government relations.

3. ACIR LIBRARY CUMULATIVE PERIODICAL INDEX. (annual) free and direct. Invaluable index to state planning agency, COG, metropolitan and local government magazines. Many are not covered by the standard commercial indexes such as Reader's Guide. 1968 edition is 83 pages.

4. DEVELOPMENT DIGEST. (quarterly) $3/yr. GPO. The Agency for International Development in the State Department publishes excerpts, summaries, and reprints of current materials on economic and social development. The National Planning Association provides the editorial assistance.

5. LIST OF AVAILABLE PUBLICATIONS OF THE U. S. AGRICULTURE DEPT. (annual) 40¢ from GPO. Rural development, economics, engineering, civil defense, conservation, extension work, forestry, marketing, soils, and statistics are among the topics of interest to planners. It lists currently available documents--old as well as new--classified by subject.

6. MILITARY PUBLICATIONS, DEPT. OF THE ARMY PAMPHLET 310-4. May 1968. From GPO. An index to the technical manuals and bulletins by number and subject. Mapping and water resources are important activities performed by the Army of interest to planners.

7. FEDERAL STATISTICAL DIRECTORY. 21st Edition. 1967. $ 1 from GPO. A Budget Bureau publication which lists by agency the names and location of key persons engaged in statistical programs.

8. PRINCIPAL STATISTICAL PUBLICATIONS OF FEDERAL AGENCIES. Free and direct from Budget Bureau. 1967 ? 67 pages. Annotated list by agency of important statistical series and documents.

9. STATISTICAL SERVICES OF THE U. S. GOVERNMENT. Revised edition. 1968. $ 1.50 from GPO. 156 pages. First half of volume contains the system and broad subject headings in social and economic areas. Remainder is an itemized description by agency.

10. BUREAU OF THE CENSUS CATALOG. (monthly with quarterly and annual cumulations) $ 2.25 plus 75¢ for annual issue. In two parts: first lists new publications by subject; second contains unpublished data files. Basic for any planning library.

11. CENSUS BUREAU PROGRAMS AND PUBLICATIONS AREA AND SUBJECT GUIDE. 1969. $ 1.50 from GPO. Outlines programs and activities plus details on latest available information.

12. DIRECTORY OF FEDERAL STATISTICS FOR LOCAL AREAS, A GUIDE TO SOURCES. $ 1 from GPO. Another useful guide to statistics sources somewhat dated, but still a very useful document from the Census Bureau. 1966, 156 pages.

13. DIRECTORY OF FEDERAL STATISTICS FOR STATES, GUIDE TO SOURCES. 1967. 372 pages. $ 2.25 from GPO. Similar to the above, but the Census Bureau edited this one for states.

14. U. S. GOVERNMENT RESEARCH AND DEVELOPMENT REPORTS. (biweekly) $ 30/yr. from Clearinghouse for Federal Scientific and Technical Information, Springfield, Virginia. 22151. It lists by subject and document number the thousands of consultants reports prepared for federal agencies.

15. U. S. GOVERNMENT RESEARCH AND DEVELOPMENT REPORTS INDEX. (biweekly) $ 22/yr. from Clearinghouse. A cumulative index to the above.

16. FAST ANNOUNCEMENT SERVICE. $ 5 per subject from Clearinghouse/yr. Subscribers can choose from among 57 subjects for the functions of interest to them. It consists of abstracts made available before inclusion in the regular USGDR guide. The subscriber can order publications from the Clearinghouse for $ 3 in paper bound form or 65¢ in microfiche. With the growing importance of technology in housing and transportation these consultants reports can be of great use to planners.

17. U. S. DEPT. OF COMMERCE PUBLICATIONS CATALOG AND INDEX. (annual) From GPO. It includes all of the units in Commerce such as Census, OBE, BDSA, NBS, Weather, etc.

18. BUSINESS SERVICE CHECKLIST (weekly) $2.50 from GPO. Lists publications much faster than the above or the Monthly Catalog.

19. CONGRESSIONAL DIRECTORY. (annual) $3.50 from GPO. A who's who of the legislative, executive, judiciary, and foreign diplomats which can be used to suggest where and whom to call for documents.

20. CONGRESSIONAL STAFF DIRECTORY. (annual) from Congressional Staff Directory, 300 New Jersey Avenue S. E., Washington, D. C. 20003. Primary use is to obtain names of staff who distribute Committee prints, bills, etc.

21. DIGEST OF PUBLIC GENERAL BILLS AND RESOLUTIONS. (biweekly with 5 x and annual cumulation) $ 20 from GPO. A guide to current federal legislation-essential features of bills, Committee action, action by either body, enactment, plus subject and author indexes. <u>See also</u> the citation for the Congressional Index in the trade publishing section of this bibliography.

22. CHECKLIST OF CONGRESSIONAL HEARINGS. (weekly) from Bernan Associates, 4701 Willard Avenue, Washington, D. C. 20015. Usually a one or two page list of recently released Hearings and prints. Much faster than the Monthly Catalog.

23. CATALOG OF FEDERAL DOMESTIC ASSISTANCE. (annual) from Office for Economic Opportunity Information Center, 1200 Nineteenth St. N.W., Washington, D. C. 20506. 1969 edition. 610 pages. A basic guide to the myriad federal programs of social and economic assistance to states, communities, private groups and individuals. Has a detailed index.

24. FEDERAL HIGHWAY ADMINISTRATION PUBLICATIONS (annual) free and direct, from U. S. Federal Highway Administration, 6th and D Sts. S. W. Washington, D. C. 20591. Usually a four page pamphlet, it lists Bureau of Public Roads and other units in FHA.

25. CODE OF FEDERAL REGULATIONS. (irregular) $ 150/yr. from GPO. The Federal Register Office in General Services Administration publishes the changes in regulations of federal agencies. For a regulation to take effect it may be necessary for it to be officially promulgated in this Code. Obvious use is to find citations of regulatory

authorities, but planners can also use it for design and construction requirements of some programs. You may purchase parts of the set. Pocket supplements keep it up-to-date. The Federal Register Office also issues the manual below.

26. U. S. GOVERNMENT ORGANIZATION MANUAL. (annual) $ 3 from GPO. A basic acquisition for planning libraries, this is a detailed guide to officials and functions of the federal agencies. Contains an index plus an appendix of defunct agencies. Use it to locate the public information officers and officials to identify and provide publications. Newspapers frequently cite reports by agencies but do not provide enough ordering information.

27. PUBLICATIONS OF THE GEOLOGICAL SURVEY, 1879-1961. Free and direct from Geological Survey, General Services Bldg., 18th and F Sts. NW, Washington, D. C. 20242. 1965 reprint, 457 pages. A permanent catalog of the books, maps, and charts issued by the Survey with author, subject, and geographic indexes. A monthly supplement is also available from the Survey which records new items. (New Publications of the Geological Survey).

28. MONTHLY CATALOG OF US GOVERNMENT PUBLICATIONS. $6/yr. from GPO. The most detailed index of current federal agency publications. Has a cumulative index in December issue. The depository libraries are normally listed in the September issue. When using this Catalog it is important to remember that not all publications are printed by the Government Printing Office. See the Clearinghouse publications cited at nos. 14-16 for consultants reports. Some agencies have their own printing facilities, therefore it is wise to consult the publication lists of individual agencies as well as the Monthly Catalog published by the GPO.

29. PRICE LISTS. (irregular) free and direct from GPO. Consists of 87 separate bibliographies on popular subjects. Each list records items from several agencies on the same subject. They are revised frequently and new editions are noted in the Monthly Catalog. No. 36-Government periodicals and subscription services is very useful because of the ordering information-prices, frequency, etc.

30. SELECTED US GOVERNMENT PUBLICATIONS. (biweekly) free and direct from GPO. A two page flyer from GPO on new documents which is issued quicker than the Catalog but is not as comprehensive.

31. HIGHWAY RESEARCH BOARD PUBLICATION INDEX. (Annual) Write the Highway Research Board, 2101 Constitution Avenue, Washington, D. C. 20418. Includes references to papers and reports published during a calendar year. Compiled from computer tapes with some biennial cumulations, it indexes items which may not be included in their other publication lists.

32. HIGHWAY RESEARCH BOARD PUBLICATIONS. (annual) free and direct from HRB. Basically a subject list it also indexes the documents by series numbers. The latter is helpful since requests are frequently made by number without citation to title or subject.

33. HRIS ABSTRACTS (quarterly) $ 15/yr. from Highway Research Board. Includes federal, state, and overseas documents in its coverage. Has author, subject, and publisher indexes.

34. HUD WEEKLY NEWS SUMMARY. (weekly) free and direct from Central Press Staff, U. S. Dept. of Housing and Urban Development, Washington, D. C. 20410. Lists new publications, feature stories, and press releases on various programs. Since the release number is cited, it is easy to request an item from HUD.

35. HOUSING AND PLANNING REFERENCES (bimonthly) $ 4/yr. from GPO. An excellent index to books, studies and periodical literature of interest to planners which includes non-governmental as well as HUD articles. Has author and geographic indexes.

36. ABSTRACTS OF 701 PLANNING REPORTS. (irregular) free and direct from Clearinghouse Services Division, Urban Management Assistance Administration of HUD, 451 Seventh St., SW, Washington, D. C. 20410. This is a synopsis of the more innovative UPAP reports on current planning problems such as housing, citizen participation, etc. Check the Clearinghouse services cited at nos. 14-16 for other regular 701 reports.

37. RECENT RESEARCH IN INTERGOVERNMENTAL RELATIONS (irregular) free and direct from same source cited in no. 36. Groups by broad subject selected reports of the Science Information Exchange maintained by the Smithsonian Institution. It is limited to those of a physical or social research character. Topics include education, environmental control, health and welfare, law enforcement, natural resources, recreation, taxation, and transportation. HUD does the editorial selection with a view to intergovernmental relations.

38. PUBLICATIONS OF THE US LABOR DEPT, 1963 to 1968. Free and direct from the Office of the Secretary, U. S. Labor Dept., Washington, D. C. 20210. A subject list with ordering information and bulletin numbers. Again, the numbers are important in ordering publications of this Dept. It is updated by a monthly list from the same source called New Publications of the Labor Dept.

39. LIBRARY OF CONGRESS PUBLICATIONS IN PRINT (annual) Lists publications currently available and sources. This latter is important since they may come through GPO, LC, or Clearinghouse. Index records items by subject.

40. DIRECTORY OF INFORMATION RESOURCES IN THE U. S. --FEDERAL GOVERNMENT 1967. $ 2.75 from GPO. Also includes centers outside of government using federal funds. Has an organization index as well as a subject index. 411 pages.

41. MONTHLY CHECKLIST OF STATE PUBLICATIONS (monthly) $ 3/yr. from GPO. The best available index to the official publications of the fifty states which is selective in nature. More complete checklists are usually published by the various State Libraries. Has a detailed annual index. It is a publication of the Library of Congress.

42. INDEX OF SELECTED OUTDOOR RECREATION LITERATURE (annual) price varies from GPO. An extensive index to federal and state documents and periodicals, trade books etc. prepared by the Library of the Interior Dept. for the Outdoor Recreation Bureau. Contains author, subject, and geographic indexes plus an appendix of periodical titles covered by the Index.

43. OUTDOOR RECREATION ACTION (irregular) free and direct from Outdoor Recreation Bureau, U. S. Interior Dept., Washington, D. C. 20240. Reports on private, local, state and federal actions in outdoor recreation and environmental quality. Has a state index and a cross reference index by related areas such as fish and wildlife, forests, highways, natural beauty, parks, trails, and water resources.

44. NORTHEAST OUTDOOR MEMO (biweekly) free and direct from Outdoor Recreation Bureau, U. S. Interior Dept., 1421 Cherry St., Philadelphia, Pa. 19102. This is a short newsletter on current activities with citations to new publications.

45. WEEKLY COMPILATION OF PRESIDENTIAL DOCUMENTS (weekly) $ 9/yr. from GPO. Contains statements, messages, and other Presidential materials released by the White House during the preceding week. It acts as a companion to the Code of Federal Regulations and the Federal Register. It separates and pulls together what the President has officially said on any day.

46. FEDERAL REGISTER (Daily) $ 15/yr. from GPO. This includes material from the agencies as well as the President. Agency rules, regulations, notices having general applicability and legal effect must be filed here. Entries are coded according to the Code of Federal Regulations format.

47. HIGHWAYS-CURRENT LITERATURE (weekly) free and direct from the Library, Bureau of Public Roads, Federal Highway Administration, Washington, D. C. 20591. Cites the contents of current journals and lists new acquisitions in their Library.

48. URBAN TRANSPORTATION RESEARCH AND PLANNING CURRENT LITERATURE (biweekly) free and direct from same source as no. 47 above. Has a geographic index in each issue and an annual subject index. Covers books and periodical articles. Arrangement is by subject.

49. HANDBOOK FOR LOCAL OFFICIALS. 1967. 297 pages from GPO for $ 2. The Office of the Vice President prepared this subject guide to federal assistance programs for localities. Appendices contain bibliographic and statistical information. Has an index. See also the OEO document cited at no. 23 in this bibliography.

General Information Sources and Indexes

50. A. I. P. ABSTRACTS (irregular) From American Institute of Planners, 917 15th St. NW Room 800, Washington, D. C. Also known as the Technical Information Exchange Project, and R & D program supported by HUD. It consists of single sheet abstracts of planning framework

studies, agency operation, and background studies of a substansive nature. State and regional planning agencies send in their reports and AIP picks out the more interesting reports for comment.

51. A. I. P. NEWSLETTER (mon) $ 5 per year. Reports on important legislation, personnel changes in the profession, and current issues.

52. ASPO NEWSLETTER (mon) Membership. Similar in format to the AIP Newsletter, but has an additional feature--Planners Library--a review section of new books and reports. It is probably the fastest and easiest way to keep up with new books. Address is 1313 East 60th Street, Chicago, Illinois 60637. It is sometimes referred to as Planning, the ASPO newsletter.

53. ASPO PLANNING ADVISORY SERVICE (mon) Write ASPO for price information (Usually $100 plus per year) Subscription to this service includes their newsletter and the annual Planning Yearbook based on the Conference. It also entitles the subscriber to discounts on their older reports, borrowing privileges, and the inquiry service. Under the latter you may ask them to research a particular question. The prime value of the PAS is the monthly reports, each on a special planning topic. Non-subscribers should write for their annual manual, an index by number and by subject to all of the past reports. They can purchase back issues for $5 each.

54. BULLETIN OF THE ASSOCIATION OF COLLEGIATE SCHOOLS OF PLANNING. (Q) From Carl Goldschmidt, Editor, 237 Arden Road, Pittsburgh, Pennsylvania 15216. Contains articles on school programs, fellowships, etc.

55. ART INDEX. (Q) On subscription basis from H. W. Wilson Company, 950 University Avenue, Bronx, N. Y. This is a cumulative author and subject index to periodicals in the fields of architecture, landscape design, planning and other fine arts. Notices of book reviews are included. Of the 122 periodicals covered 15 are in architecture, 4 in planning and 2 in landscape architecture. Average size of the quarterly issue is about 170 pages. These cumulate into a bound volume for the year. The price of this index varies according to the number of journals to which you subscribe.

56. BUSINESS PERIODICALS INDEX (mon) Another service basis index from the Wilson Company. It cumulates into an annual volume. It is a subject index--no authors or titles. Coverage is in several areas of interest to planners--construction, management, economics, transportation, utilities, data processing, real estate, etc. Approximately 165 periodicals are regularly indexed. Average monthly issue is about 90 to 100 pages.

57. COUNCIL OF PLANNING LIBRARIANS EXCHANGE BIBLIOGRAPHIES. Irregular, now 2 to 5 issues per month. $10 for 10 consecutive issues from Council of Planning Librarians, P. O. Box 229, Monticello, Illinois 61856. The only organized source of bibliographies on planning and related fields. It includes academic and professional subjects.

A list of bibliographies in print can be obtained from the above address. The Council also publishes a very useful Manual on the "how to" of planning librarianship.

58. CURRENT LITERATURE IN TRAFFIC AND TRANSPORTATION (mon) $ 5 /yr. Transportation Center Library, Northwestern University, 1810 Hinman Avenue, Evanston, Illinois 60204. A subject index to recent acquisitions of their Library which also indexes journal articles.

59. CURRENT GEOGRAPHICAL PUBLICATIONS (10 x yr) $ 10 / yr. From American Geographical Society, Broadway at 156th Street, New York, N. Y. 10032. Lists books, pamphlets, periodical articles and maps acquired by the Society. Arrangement is in three parts: general; regional; and maps. Each issue averages about 55 pages. Has an annual index by subject, authors, and regions.

60. DATA PROCESSING DIGEST (mon) $ 36/yr. From Data Processing Digest, Inc., 6820 La Tijera Blvd., Los Angeles, California 90045. Contains an original lead article plus abstracts of current articles from approximately 160 periodicals. Also has a regular list of meetings and conferences.

61. FEDERAL AIDS TO LOCAL GOVERNMENTS BULLETIN (mon) $ 60 from National League of Cities, The City Building, 1612 K Street, NW, Washington, D. C. 20006. The service includes a loose-leaf manual, supplements, bulletins and an inquiry service. The Bulletins report on government programs and publications.

62. GOVERNORS' BULLETIN (Irregular) From National Governor's Conference, Office of Federal State Relations, 1735 DeSales Street NW, Washington, D. C. 20036. A short newsletter on status of bills, hearings, and government programs. Usually runs about 2 to 4 pages.

63. INDEX TO LEGAL PERIODICALS (mon) $30/yr. from H. W. Wilson Company, 950 University Avenue, Bronx, N. Y. A three-part index to current law journals: subjects and authors; table of cases; and book review index. Average issue is about 50 pages; they cumulate into a bound annual volume.

64. JOURNAL OF ECONOMIC LITERATURE (q) $6/yr. From American Economic Association c/o Universal Mailers, 317 South Wacker Drive, Chicago, Illinois 60606. Contains two or three original articles along with many book reviews, subject index of articles in other journals, and a large abstract section.

65. LEGISLATIVE RESEARCH CHECKLIST (q) From Council of State Governments, Iron Works Pike, Lexington, Kentucky 40505. Write for price information. Short lead article with news notes followed by a subject list of research reports by state legislative service agencies, study committees, and commissions of the 50 states.

66. METROPOLITAN AREA DIGEST (bimon) from Graduate School of Public Affairs, State University of NY, Sayles Hall, 179 Partridge Street, Albany, NY. 12203. A newsletter with good list of recent publications on metropolitan areas.

67. PLANNERS BOOK SERVICE (annual) from ASPO. 1969. 20 pages. Lists more than 200 publications available through ASPO; it includes books of other publishers. Arrangement is by subject.

68. PUBLIC AFFAIRS INFORMATION SERVICE BULLETIN (frequency varies from weekly to biweekly) Price varies from $25/yr for annual cumulated volume to $100 for all issues and 5 cumulations. It is a selected subject list of books, pamphlets and government publications, reports of public and private agencies, and periodical articles relating to economic and social conditions, public administration, etc. Unusual because it combine book and periodical indexing. Many planning topics are covered.

69. PLANNING YEARBOOK (annual) $6.50 from ASPO. Contains the selected papers of the previous National Planning Conference. Has an author index. Will usually be about 300 plus pages.

70. QUARTERLY DIGEST OF URBAN AND REGIONAL RESEARCH (q) $16/yr. Formerly the Research Digest, it is published by the Bureau of Community Planning, University of Illinois, Urbana, Illinois. Address subscriptions to University of Illinois Press, Urbana, Illinois 61801. Detailed abstracts of recent reports and books arranged by subject with subject, agency, geographical, and person indexes. Each issue is about 200 pages.

71. RECENT PUBLICATIONS ON GOVERNMENTAL PROBLEMS (biwk) $10/yr from Joint Reference Library, 1313 E. 60th Street, Chicago, Illinois 60637. Subject index to current publications and articles with an average of about 20 pages per issue. Keeps you up-to-date.

72. SELECTED RAND ABSTRACTS (q) $15/yr. from RAND Corporation, 1700 Main Street, Santa Monica, California 90406. Each issue is cumulative. This ia a complete index of the unclassified publications of a large consulting firm. Contains a serial number, subject and author indexes, plus a list of depository libraries.

73. SOCIAL SCIENCES AND HUMANITIES INDEX (q) $25/yr from H. W. Wilson Company, 950 University Avenue, Bronx, N. Y. Cumulates into a bound annual volume. An author-subject index of value to social planning research, it includes such subjects as economics, political science, behavioral science, sociology, geography, history, religion, etc. It averages about 150 pages per quarterly issue.

74. URBAN AFFAIRS REPORTER (wk) $650/yr. From Commerce Clearing House, Inc., 4025 W. Peterson Avenue, Chicago, Illinois 60646. The weekly reports summarize important developments in Washington. Greater detail is provided by analytical pages which are inserted into a three volume loose-leaf set. CCH also publishes a Congressional Index which concentrates on the activities and bills in Congress. The latter has a separate subscription price of $140/yr.

It is also a loose-leaf service. These are expensive sets but have the virtue of great detail and indexing.

75. URBAN LAND INSTITUTE TECHNICAL BULLETINS (irregular) Membership or $6/bulletin. A series of technical monographs on land use and development published by the Urban Land Institute at 1200 18th Street NW, Washington, D. C. 20036. A publications list which includes all of their other publications as well as this series is available from the Institute.

76. WHAT'S HAPPENING IN TRANSPORTATION (biwk) From Transportation Association of America, 1101 17th Street NW, Washington, D. C. 20036. Write publisher for price. A brief two-page description of federal and company activities in airlines, highways, pipelines, railroads, and shipping.

77. ZONING DIGEST (mon) $75 for 1st yr, $100 for thereafter. From Land Use Controls Publications, ASPO, 1313 E. 60th Street, Chicago, Illinois 60637. Subscription includes the Land Use Controls Quarterly, a scholarly journal with original articles. The Zoning Digest reports on court cases nationally. It is indexed by case name, subject, and state.

Planning Libraries and Classification Schemes

Most of the citations to classification systems contained in this section were provided through the courtesy of the Bibliographic Systems Center, School of Library Science, Case Western Reserve University, Cleveland, Ohio 44106. Their call number appears in ( ) at the end of the citation. Inquiry might also be directed to the Planning agency or Library cited as the author.

78. ANAHEIM CALIFORNIA PLANNING DEPARTMENT LIBRARY MANUAL. 1961. 17 pages. Plus 13 page subject index. (025.4771 A53)

79. ASH, LEE. Subject Collections. 3rd Edition. 1967. R. R. Bowker Company. Lists libraries by subject: City Planning, pp. 253-255; Regional Planning, pp. 975-980. Contains concise description for each library.

80. ATLANTIC RESEARCH CORPORATION. The National Housing Center Library Classification. 1955. 38 pages. (025.473508 A88)

81. BENSON, J. "Municipal Reference Library of Chicago" Illinois Libraries. Vol. 41, September 1959, pp. 540-542. This type of library is very close to a planning library in scope.

82. BOCKMAN, EUGENE J. "Municipal Reference Libraries" Library Journal. Volume 87, April 15, 1962. pp. 1545-1547.

83. BURT, ELEANOR. "Backup for planning: TSPC's Library" Tennessee Planner. Volume 25, No. 4, Summer 1966, pp. 122-128. This is one of the oldest state planning libraries in the country--35 years old. A shorter note on this Tennessee State Planning Commission also appears in Volume 27, No. 4, Summer 1968, page 127.

84. CALIFORNIA STATE DEPARTMENT OF FINANCE, LOCAL PLANNING OFFICE. City/Regional planning, a classification and subject index. 1963. 62 pages. (025.4771 C15)

85. CENTRAL MORTGAGE AND HOUSING CORPORATION. Library Subject Headings. 1959. 29 pages. (025.343508 C39) This agency is in Ottawa, Canada.

86. CITIZENS HOUSING COUNCIL, NY. Subject Headings With Cross References For Housing Libraries. 1940. 41 pages. (025.343508 N56)

87. COMEY, ARTHUR C. State and National Planning, an Analysis of the Subject Arranged with Particular Reference to the Classification of Library Material. Harvard University Press. 1937. 22 pages. (025.47711C73)

88. COMMITTEE OF PLANNING LIBRARIANS. Planning Classifications, Subject Headings and Definitions: an Annotated List. 1959. 21 pages. This is CPL Exchange Bibliography No. 9.

89. COUNCIL OF PLANNING LIBRARIANS. Directory of Libraries. 1969. 118 pages. Alphabetical by library name with geographical and personnel (librarian) name indexes, this is best tool a neophyte can use to locate established planning libraries. Most librarians are willing to show new people who are just starting how their collection is organized and administered. The citation for each library gives address, founding date, telephone number, hours, special resources, regulations, and the librarian's name.

90. COUNCIL OF PLANNING LIBRARIANS. Planning Agency Library Manual. 1964. 39 pages. A very practical how-to-do-it book on the organization, finance, reference services, and cataloging work which must be done in a planning library. Also contains several appendices on basic books, periodicals, bibliographies, etc.

91. CUMMINGS, F. "Art Reference Library" College and Research Libraries. Volume 27, May 1966, pp. 201-206. The fine arts and architecture are also subject areas of interest to planning libraries.

92. DUKES, W. "Organizing an Engineering Library" Air Conditioning Heating and Ventilating. Volume 61, October 1964, pp. 82-84. Capital construction, highway building and other engineering topics are an important part of planning.

93. DYGERT, MICHAEL H. A Plan For the Organization of Materials in the Library of the Dept. of Community and Area Development at the University of Rhode Island. 1966. 10 pages. (025.32 D99)

94. EASTLICK, J. T. "Conservation Library Center of North America" Special Libraries. Volume 54, December 1963, pp. 637-638. Again, another aspect of comprehensive planning-natural resources and wildlife-which should be considered.

95. EVANS, G. M. "Case for Starting an Engineering Library" in Sharp, H. S. Readings in Information Retrieval. Scarecrow Press. 1964, pp. 67-71.

96. EVANS, B. A. "Proposed World Institute for Documentation of Housing, Building and Planning" ASLIB Proceedings. Volume 20, March 1968, pp. 162-170.

97. EVANS, L. H. and others. Federal Departmental Libraries: a summary report of a survey and a Conference. Brookings Institution. 1963. 150 pages. With the advent of functional planning libraries (health planning, crime, etc.) it would be wise to check on the organization and operation of the parallel federal library before you start a functional library on a local or state level.

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